

DES MOINES WATER WORKS PARK FOUNDATION

Board of Directors Meeting

Friday, October 12, 2018 – 12:00 - 1:30

Minutes



BOD members in attendance: Jeff Inman, Zac Voss, Katie Gillette, Dave Carlson, Randy Reichardt, Kate Byus, Dylan Huey, Marc Wallace, Amy Jennings, Jed Gammell, and Ryan Flynn – via phone.

Staff/Guests: Ted Corrigan – DMWW, Sam Carrell – DMWWPF

I. Call to Order/Welcome/Affirm Agenda/Approve previous minutes

- Byus called the meeting to order at 12:04.

II. President's Report – Kate Byus

- Carrell reported that he was trying to reconstruct minutes from the previous meeting as both he and Stone were absent/disconnected from call. Byus adjusted order of agenda to accommodate achievement of quorum.

III. Board Focus

I. Drake Research Project – Jeff Inman

1. Inman explained the Senior Capstone project we are currently engaged with Drake Public Relation students. The students break into groups and conduct research on our project ranging from operations, communication, programming, revenue, vendor relationships, etc. They will report out at the end of the semester. Two of the Drake students were on hand to observe the board meeting.

II. Art Piece/Memorial Selection Recommendation – Katie Gillette

- Gillette presented the 5 proposed art pieces to serve as both the memorial to lost tree people and as an opportunity for wider community investment/involvement. She reminded the board of the process and expectations we had gone through to gain the proposals and the make up of the selection jury which included 2 representatives each from Des Moines Public Art Foundation, Water Works Staff, our Board, 2 people whose tree had been removed, and one representative from the Community Foundation. They selected a piece proposed by an artist from Boston, but who was actually from Creston Iowa. There were some questions about resiliency and design incorporation that were both raised by the selection jury and at the board meeting that are being addressed and once completed Gillette will report back for approval at November board meeting.

III. Construction Update – Matt Van Loon/Sam Carrell

- Carrell reported for Van Loon and Rasmussen on discussions surrounding the change orders and associated costs. Carrell thanked the Water Works staff for helping work through the financial responsibilities for the different change orders. He shared the images of the impacted areas/elements and

the discussions and recommendations surrounding them. Specifically they recommended the elimination of a small path that impacted some trees that were incorrectly documented on the tree inventory and ran through the east natural play area. They determined it would be better to remove the path from construction contract so there would be no impact on the trees and wait to see how the public moved through the area, then add a path if needed to address the flow. They also recommended reducing the bathroom canopy to the steel frame and adjust the lighting package accordingly as the art piece would be the more featured aesthetic element. Carrell stated the changes would create an additional contingency fund of approximately \$170,000. Voss made a motion to approve the recommendations.

Motion: Voss **Second:** Huey **APPROVED**

II. Old Business

- No old Business

III. Goal Progress/Committees

- i. Finance/Treasurers Report – Ryan Flynn. Flynn reviewed the September financials and reported that they were working on completion of the 990 Form. Carrell stated that the Board would be receiving a volunteer hour spread sheet for them to review that Flynn would need to complete the form. Flynn also reported that he and Carrell were continuing to work on a two year cash flow projection based on the revenue and construction schedule updates.
- ii. Development – Randy Reichardt. Reichardt reported the new development committee members had met a couple times and were targeting both existing and new names to complete the expanded campaign goals. He, Koehn and Carrell recently oriented them and were excited about the new energy and prospects they brought to the table.
- iii. Implementation – Chad Rasmussen. Carrell said that an updated construction schedule would be forthcoming from Henkel. The rain had caused them to lose almost a full month of work days, but they were confident they would still complete the elements in April. However, the rain has prevented them from being able to do the final grading on the great lawn thus preventing the planned fall seeding. They are researching possible options but seeding in the spring will delay the maturation of the grass for events in the summer.
- iv. Marketing/Communication – Ryan Hanser. No report.
- v. User Groups - Dylan Huey/Jed Gammell. Huey was planning to do some updated aerial/drone pictures as soon as the weather cooperated.
- vi. Governance – Amy Jennings. Jennings reported she was working on more diversified recruitment for the board and would be contacting people regarding terms and leadership for 2019.
- viii. DMWW Report – Marc Wallace/Dave Carlson/Ted Corrigan. Corrigan reported that DMWW was developing their 2019 budget and it included

removal and relocation of the barn and grounds building. He also indicated that the DMWW board would be likely approving the sale of some land previously discussed on the far north side of the park acquired back in the 1940's, but of no use to DMWW.

ix. Partner/Vendor progress – Zac Voss/Hannah Inman. Voss reported they were making progress on several fronts regarding an anchor vendor and on developing a draft schedule and agreement for events with both the cultural community and our private event partners. More info would be forthcoming.

IV. Announcements

1. IMT Des Moines Marathon – Still Need Volunteers! – Sunday, October 21st. Jennings encouraged people to come out and help on Sunday as we would be hosting a water station and it gets very busy.
2. Carrell pointed out that Hannah had sent out an invitation for the upcoming Great Outdoors Foundation dinner and encouraged people to attend.

V. Adjourn

- Byus adjourned the meeting at 1:20 pm.

Next BOD meeting: Friday, November 9th – 12:00pm – DMWW